



County of Bernalillo

State of New Mexico

Purchasing Department

One Civic Plaza, NW, 10th Floor

Albuquerque, New Mexico 87102

Office: (505) 468-7013 Fax: (505) 468-7067

www.bernco.gov/purchasing/

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DATE: April 28, 2013

TO: All Prospective Offerors

FROM: Cori Baca, Buyer, Bernalillo County Purchasing Department

RE: Request for Proposals #45-13-CB, Title Services

LETTER OF INTEREST

Bernalillo County Purchasing Department on behalf of the Public Works Division, Right of Way Department is seeking competitive solicitations, with qualified Offeror's to hire and contract with multiple professional Title Service Companies for multiple years. Title services to include, but not limited to, title searches, title binders, closings, and title insurance on real property or any property rights to be acquired by the County of Bernalillo. All title services and activities shall follow guidelines promulgated by the New Mexico Department of Transportation (NMDOT) and the Federal Highway Administration (FHA).

A non-mandatory pre-bid conference will be held on Monday, May 06 at 10:30 am, local time, in Conference Rooms A and B, Public Works Division, 2400 Broadway SE, Building N, Albuquerque, New Mexico, 87102.

For registered vendors, pertinent RFP documents, including the specifications and the proposed contract documents can be downloaded through the purchasing website at no cost. For firms not registered, interested parties are encouraged to register at no cost through the County's purchasing website, www.bernco.gov/purchasing. Vendors are also welcome to contact Cori Baca, at (505) 848-1555, or by e-mail cbaca@bernco.gov to request a hard copy document at a cost of 50 cents per page.

Deadline to submit questions will be by close of business (5:00 p.m. local time), Friday, May 10, 2013. Questions will be accepted by fax (505) 224-1619, or by E-mail to cbaca@bernco.gov.

Sealed submittals for the referenced proposal must be addressed and delivered, no later than 4:00 p.m.(local time) on, Monday, May 20, 2013 to the Bernalillo County Public Works Division, 2400 Broadway SE, Building N, Front Desk NW, Albuquerque, NM 87102. Sealed submittals will be date and time stamped upon receipt. Delivery of proposals is the sole responsibility of the Offeror.

This RFP is issued by the Purchasing Department on behalf of the Public Works Division in accordance with the provisions of Sections 13-1-103 through 13-1-110 NMSA 1978. The Purchasing Department is the only organization who is authorized to make copies or distribute this RFP on behalf of the County.